TOWN OF EAST HADDAM
Board of Finance
Financial Policies Subcommittee Meeting Minutes
June 27, 2023
Meeting Room 1
Via Zoom and YouTube Live

Participating:
Board of Finance Members:
Tracey Gionta
Harvey Thomas
Others:
Members of the public virtually

Ms. Gionta called the meeting to order at 10:00 a.m.

Mr. Thomas recapped the discussions from the previous Policies Sub-Committee meeting. Ms. Gionta provided draft minutes from the June 2, 2023 meeting.

Motion made by Mr. Thomas, seconded by Ms. Gionta to approve the minutes of the June 2, 2023 Board of Finance Policies Sub-Committee meeting. Unanimous aye. Motion carried.

Mr. Thomas reviewed revenue information he received from the Town Clerk. It was noted that there are discrepancies between the BOF's categories for revenue funds and those the Town Clerk maintains. Mr. Thomas and Ms. Gionta agreed to invite the Town Clerk to their next meeting to go over her recordkeeping process for revenues she receives.

They reviewed the spreadsheet Ms. Gionta had drafted and agreed that the column titled "Purpose" should be changed to "Source". They discussed several of the other column headings and agreed that the titles will not have to be consistent across all departments.

Ms. Gionta and Mr. Thomas discussed where to find the information they need to draft the Revenues section for the BOF's policy book. Ms. Gionta noted that the information will be in the Town's documents and stated that Ms. Varricchio has offered to meet with them to help them fill in some of the blanks.

Ms. Gionta and Mr. Thomas discussed next steps. They agreed that Mr. Thomas will work on filling in the columns for the Local Revenues - Fees spreadsheet and Ms. Gionta will work on the Local Revenues – Other Revenue Sources spreadsheet.

Ms. Gionta reported that she had met with First Selectwoman Haines who supported the recommendation to draft a strategic plan for the Town and welcomed the BOF's efforts to create a draft outline.

Motion made by Mr. Thomas, seconded by Ms. Gionta, to adjourn the meeting. Unanimous aye. Motion carried.

There being no additional business to discuss, Ms. Gionta adjourned the meeting at 10:27 a.m.

Respectfully submitted,
Tracey Gionta, Chairman